UNITED STATES MARINE CORPS

MARINE CORPS LOGISTICS BASE

ALBANY, GEORGIA 31704-5000

BO 4440.12
803-3
11 Sep 1990

BASE ORDER 4440.12

From: Commanding General
To: Distribution List

Subj: MASTER INVENTORY FILE (MIF)/ITEM LOCATOR FILE (ILF) MATCH

Ref: (a) DoD 4100.37D (NOTAL)
        (b) MCO 4440.31E
        (c) Field Supply and Maintenance Management Systems
            Technical Guide #90 (NOTAL)
        (d) BO 4160.1A

Encl: (1) Schedule/Program Design/Computer Process
        (2) Quarterly Schedule
        (3) Net Inventory Control Effectiveness Report
        (4) Excess Report (FTE) Fund Code Table
        (5) Customer Excess Report (FTE)
        (6) Disposal Materiel Release Order (A5J)
        (7) Excess Returns Release Order (B5J)
        (8) Condensed Exception Report Replies (ZER)
        (9) Complete Exception Reply (ZEZ)
        (10) MIF Record Rebuild (XQD)

1. <u>Purpose</u>. To provide procedures and instructions relative to
the subject reconciliation process per references (a) through (d).

2. <u>Background</u>. The MIF/ILF match process is designed to align the
Storage and Distribution Directorate, Materiel Divisions (Codes
870/B800), ILF and the MIF. The reconciliation process identifies
situations where the ILF and the MIF do not match, and technical
data elements do not match. All mismatches require corrective ac-
tion by the Executive Director for Logistics Operations (EDLO), the
Materiel Divisions, and/or the Integrated Logistics Support Direc-
torate (ILSD). The EDLO (Code 808-2) will oversee the MIF/ILF rec-
onciliation process, schedule it for processing, and task director-
ates and divisions with action to resolve the mismatches.

3. <u>Information</u>

    a. Prior to the main match process, Job ID Number A04008Q2 is
processed and Data Management Change (DMC) transactions are for-
warded to Mechanization of Warehousing and Shipment Processing
(MOWASP) and change transactions (ZCR) are forwarded to the EDLO
(Code 802), via data set, for use in updating Shelf-Life Codes
(SLC) and Security Codes (SEC) on the Materiel Division (Code 870
or B800) ILF and the MIF. This process is designed to reduce the

MIF RECORD REBUILD (XQD)

80CC FORMAT
MC-Alb-4400/7(Rev, 11-82)

number of technical errors during the main match process. After the changes have processed, the ILF and the MIF are then copied. It is very important that these files are copied on the same date for an accurate picture of all records. The main match process then takes place using the copied files.

b. The main match process produces DMC transactions for all mismatches of Stores Account Codes (SAC), Management Echelon Codes (MEC), Operational Test Codes (OTC), Demilitarization (Demil) Codes, Units of Issue (U/I), SEC's, and SLC's. These transactions are processed against the ILF to correct the mismatched data. Inventory notification transactions (BZA's) are also produced in the main match process. The BZA's are pulled into a local process and segregated into the following categories.

(1) Category D. The MIF/ILF records match, but the National Stock Number (NSN) has been assigned a Phrase Code (P/C) "L" (superseded), P/C "N" (disposal), or P/C "T" (condemned).

(2) Category G. The locator reconciliation request (CKA) finds a MIF record but not an ILF record corresponding to the CKA.

(3) Category H. The MIF record reflects an on-hand quantity but there is no ILF record, or the ILF quantity equals zero and the P/C is not an "A" (consolidated with another NSN) or "D" (Federal Supply Class change).

(4) Category J. The MIF matches the ILF, but there is a condition code (C/C) mismatch.

(5) Category P. The CKA transaction finds no MIF record.

(6) Category X. The MIF record reflects an on-hand quantity, and the ILF quantity is zero with a P/C of "A" or "D."

c. NSN's are monitored throughout all phases of the MIF/ILF match process to ensure that required corrective action is initiated and completed.

4. Action

a. Systems Management Branch (Code 802), Logistics Center Operations Office; EDLO

(1) Schedule the MIF/ILF match process to run as directed by the EDLO (Code 808-2). (See enclosures (1), (2), and (3) for schedule, processing data, and management report.)

(2) Coordinate with the Materiel Divisions (Codes 871-2/B813) on any program problems encountered in the subject process.

(3) Assist the EDLO (Code 808-2) with any problems encountered with the input or output of the subject process.

COMPLETE EXCEPTION REPLY (ZEZ)

(4) Submit manual excess report (FTE) transactions through outgoing AUTODIN. (See enclosures (4) and (5) for format and fund code assignment.)

(5) Pass the excess returns release order (B5J) and the disposal materiel release order (A5J) transactions to Subsystem (SS)-06 (Albany and Barstow) for processing. (See enclosures (6) and (7) for format.)

b. <u>Performance Assessment Branch (Code 808-2), Logistics Center Operations Office; EDLO</u>

(1) Receive, break down, and distribute all printouts resulting from the MIL/ILF match process. Segregate BZA's by categories listed in paragraph 3b above.

(2) Screen the suspense file for suspended receipts with invalid NSN's reported in the category "P" BZA's. Coordinate with the ILSD (Codes 830/840) to clear suspense when applicable. Use the condensed exception report replies (ZER) transaction with applicable action code or complete exception reply (ZEZ) transaction with corrected NSN. (See enclosures (8) and (9).)

(3) Induct all BZA's as required into the daily physical inventory update as unscheduled inventories. Notify the EDLO (Code 802) when the BZA's are ready for input.

(4) Pass the category "D" BZA transactions to the ILSD (Codes 830/840) for review by the inventory managers to determine if disposal action is required.

(5) Divide category "P" transactions into new and recurring errors. Research the recurring transactions to determine the reason for the recurrence and the current status of the corrective action. Convert the new category "P" transactions to locator reconciliation exceptions (CKD) transactions and pass them to the Materiel Divisions (Codes 870/B800), via memorandum, which states the ROSCOE library member name and prefix for validation of the NSN, quantity, C/C, project code, unit price, and Demil Code.

(6) Initiate the following actions after validated category "P" CKD transactions are returned to the EDLO (Code 808-2) with the appropriate search code in Record Position (RP) 30.

(a) Review the suspense file and coordinate with the ILSD (Codes 830/840) to clear a suspended record (ZER with 155) when the CKD transaction has a "1" in RP 30 which indicates the NSN is not resident on the ILF or that no trailer record is found.

(b) Provide a CKD transaction that has a "2" in RP 30 which indicates a non-Marine Corps user and the quantity is reflected in RP's 35-41 and C/C in RP 45 to the Inventory Control Officer, EDLO (Code 808-2) for a decision to be made whether or not the items will

CONDENSED EXCEPTION REPORT REPLIES (ZER)

80CC FORMAT
MC-Alp-4400/7(Rev. 11-82)

DIC

LMC

SUSPENSE
CONTROL
NUMBER

V. COUNTER

ACTION
CODE

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29

Z E R

31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56

57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80

ENCLOSURE (8)

1

record, validate the quantity and C/C. If there is a discrepancy, process a BZA transaction.

    2 If a MIF record is not resident, check for a MIX/FII record. If there is a MIX/FII record, process an XQD transaction to rebuild the MIF, then process a BZA transaction.

    3 If the Marine Corps is not a user, determination is made by the EDLO (Code 808-2) to initiate excess.

    (g) Forward FTE transactions and disposal documents to the ILSD (Codes 830/840) for review prior to taking final disposition.

    (7) Take the following action after the review of the CKD transaction is conducted.

    (a) Forward Demil Codes "C" and "F" to the ILSD (Code 850) for action.

    (b) Provide an A5J to SS-06 to initiate disposal action for C/C "H." Total on-hand quantity is to be disposed. One A5J per NSN per C/C is forwarded to the appropriate Materiel Division (Code 871 or B810). The shipment confirmation (AR_) will be output from SS-06. Review suspended AR_'s on a weekly basis and clear the suspense file when required.

    (c) Forward NSN's having a project code to the ILSD (Codes 831/841) for review and possible reinstatement to the MIF.

    (d) Screen remaining NSN's against the applications file. Manually prepared FTE's are sent to the appropriate source of supply on all items.

    (e) Provide a list to the ILSD (Codes 830/840) for final screening prior to release of FTE's.

    (8) Take appropriate action depending on comments indicated in RP's 31-65 contained in Search Code 3 (RP 30) in the CKD transaction. If applicable, create an FTE for materiel excess to Marine Corps requirements. The FTE's will be forwarded to the EDLO (Code 802) for processing in outgoing AUTODIN. The ILSD (Code 823) is then notified of the transmission and provided a list of the FTE's. Upon arrival of the reply to excess report (FTR) response, the ILSD (Code 823) will notify the EDLO (Code 808-2) of the incoming FTR's. The EDLO (Code 808-2) will then create B5J transactions containing the appropriate data. If disposal action is required, an A5J is created vice a B5J. The A5J's and B5J's are then given to the EDLO (Code 802) for passing to SS-06.

EXCESS RETURNS RELEASE ORDER (B5J)

FIELD LEGEND	RECORD POSITION	EXPLANATION
DIC	1-3	B5J
RIC	4-6	MAB or MBB
Media and Status Code	7	Constant "4"
NSN	8-20	Self-explanatory
U/I	23-24	Self-explanatory
Quantity	25-29	Quantity to be issued
Document Number	30-35	From FTR transaction
Document Date	36-39	From FTR transaction
Document Serial Number	40-43	From FTR transaction
Suffix Code	44	Self-explanatory
Supplementary Address	45-50	DoD Activity Address Code of activity receiving materiel
Signal Code	51	"L" or "M" based on status/PRJ contained in the FTR (L = Credit, M = No Credit)
Fund Code	52-53	Same as used in the FTE
	54	Blank
Retention Quantity	55-61	Quantity to be retained (zero fill)
Required Delivery Date	62-64	Self-explanatory
Priority Code	65-66	Same as FTR transaction
RIC from	67-69	Constant "MPB"
C/C	71	Self-explanatory
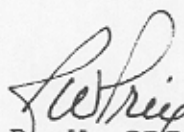
f. <u>Director, Technical Support Division (Code 850); ILSD</u>

(1) Establish both MIX and MIF records for those NSN's which have FII records already resident in the files, when requested by the ILSD (Codes 830/840).

(2) Provide disposal instructions on Demil Codes "C" and "F" to the Defense Reutilization and Marketing Offices with copies to the ILSD (Codes 830/840), the Materiel Divisions (Codes 870/B800), and the EDLO (Code 808-2). Instructions will be provided per reference (d).

5. <u>Applicability</u>. This Order is not applicable to the Blount Island Command.

R. W. PRICE
Executive Director
for Logistics Operations

DISTRIBUTION: D plus
                 CG, Barstow B800 (8), B300 (4), B112 (2), B160 (1)

DISPOSAL MATERIEL RELEASE ORDER (A5J)

FIELD LEGEND	RECORD POSITION	EXPLANATION
DIC	1-3	A5J
RIC	4-6	MAB or MBB
Media and Status Code	7	Constant "0" (Numeric)
NSN	8-20	NSN
U/I	23-24	Self-explanatory
Quantity	25-29	Self-explanatory
Document Number	30-35	Constant "M98400"
Document Date	36-39	Julian date (date of release)
Document Serial Number	40-43	Must be in a sequence (0001-9999)
Suffix Code	44	Constant "0" (Numeric)
Supplementary Address	45-50	MBB = SZ3129 MAB = SY2094
Signal Code	51	Constant "M"
Fund Code	52-53	Constant "MZ"
Distribution Code	54	Constant "Z"
Retention Quantity	55-61	Zero fill
Disposal Authority Code		
M	64	Items are Integrated Materiel Manager (IMM)/ ICP stocks and are being transferred to disposal by authority of the responsible inventory manager.

SCHEDULE/PROGRAM DESIGN/COMPUTER PROCESS

1. <u>Background</u>. The MIF/ILF match process is designed to align the ILF and the MIF. The following computer processes accomplish this process.

    a. A04008Q2 - Defense Integrated Data System quarterly changes

    Provides the Materiel Divisions and the Inventory Control Point (ICP) with DMC's (Document Identifier Codes (DIC) DMC, XC_, and ZCR).

    b. A04003Q1 - Data Elements

    Updates the MIF with the DMC's (DIC ZCR).

    c. A04006EX - MIF/ILF SEC and SLC match

    Lists Albany MIF/ILF SEC and SLC mismatches.

    d. M3505DMC and M4006481 - Barstow DMC's

    Updates Barstow ILF with DMC's (DIC's DMC and XC_).

    e. PM400649 - DMC update

    Updates other Barstow files with DMC.

    f. A04006T1 - DMC update

    Updates Albany ILF with DMC's (DIC's DMC and XC_).

    g. A04006T2 - Bin labels

    Provides bin labels from changes occurring in the T11 process.

    h. A04006TM - MOWASP DMC File Maintenance

    Updates other Albany files with DMC's.

    i. A04006432 - MIF/ILF Match

    Builds Albany CKA transaction tape for processing in A04003B1.

    j. A04003B4 - MIF/MIX copy

    Copies the MIF/MIX files.

CUSTOMER EXCESS REPORT (FTE)

FIELD LEGEND	RECORD POSITION	EXPLANATION
DIC	1-3	FTE
Routing Identifier Code (RIC) to	4-6	Code of the ICP to which the document is directed
Media and Status Code	7	Constant "4"
NSN	8-20	Self-explanatory
U/I	23-24	Self-explanatory
Quantity	25-29	Enter excess quantity
Document Number	30-35	Albany = MMSA01 Barstow = MMSA02
Document Date	36-39	Julian date (date of release)
Document Serial Number	40-43	Must be in sequence (0001-9999)
Suffix Code	44	Blank
Supplementary Address	45-50	Constant "M98808"
Signal Code	51	Constant "B"
Fund Code	52-53	See table
Distribution Code	54-56	Leave blank
Project	57-59	Enter code using service instructions or leave blank
RIC from	67-69	Constant "MPB"
C/C	71	Self-explanatory
Unit Price	72-80	Leave blank

ENCLOSURE (5)

(1) If there is no MIF record for the NSN cited in the CKA input, a BZA is generated and the BZA will be marked category "P" (no MIF record of NSN). This error condition is added to line 17 of enclosure (3) under the Materiel Division (Code 870 or B800) that submitted the CKA.

(2) If there is a MIF record reflecting an on-hand quantity of greater than zero and no CKA transaction was received, or a CKA was received with a "1" in RP 72, a secondary check is made to determine if the P/C is equal to an "A" or "D." If the P/C is equal to an "A" or "D," a BZA transaction will be generated and marked category "X." This count will not be reflected on enclosure (3) in the "BZA output." If the P/C is not equal to an "A" or "D," a BZA transaction will be generated and marked category "H" (MIF/ILF record with quantity but no CKA received). This error condition is added to line 11 of enclosure (3) under the Materiel Division (Code 870 or B800) that the MIF is reflected as having assets.

(3) If there is a MIF record reflecting a zero on-hand quantity and no CKA input, or a CKA input with a "1" in RP 72, it is a match situation and no BZA is generated and no error is recorded.

b. The second match routine is entered when the MIF NSN is equal to the input CKA NSN.

(1) A check is made to determine if the NSN is P/C "A" or "D." If the P/C is equal to an "A" or "D," a locator reconciliation exception reply (CKB) transaction is created to notify the Materiel Division (Code 870 or B800) that the input NSN has been consolidated with another NSN which is cited in the CKB transaction. This error condition is added to line 2 of enclosure (3) under the Materiel Division (Code 870 or B800) that submitted the input transaction. The input CKA transaction processes no further.

(2) If the NSN is not P/C "A" or "D" and the input CKA does not have a "1" in RP 72, a further check is made to see if the NSN is P/C "L," "N," or "T." If the P/C is equal to an "L," "N," or "T," a BZA transaction is created and assigned category "D." This error condition is added to line 14, 15, or 16 of enclosure (3) under the Materiel Division (Code 870 or B800) submitting the CKA input. The CKA will continue to process as explained in the following paragraphs.

(3) The CKA's that have not been stopped in processing are next checked against the matching MIF record for SAC, MEC, OTC, and Demil Code. A mismatch in any one of these data elements will cause a DIC DMC to be generated for the appropriate Materiel Division (Code 870 or B800). Only one DMC will be produced (per Materiel Division (Code 870 or B800)) reflecting the management data as it appears on the MIF. Each mismatch will be shown as an error on lines 18 through 21 of enclosure (3) under the appropriate Materiel Division (Code 870

ENCLOSURE (1)

3

EXCESS REPORT (FTE) FUND CODE TABLE

<u>SAC 1 ITEMS (FIRST POSITION OF FUND CODE WILL ALWAYS BE AN "8")</u>

If the first position of the MEC is:

   1, 2, 6, A, B, D, F, H, Y, Z   Use Fund Code "8J"

If the first position of the MEC is:

   3, C, J, R, K   Use Fund Code "8K"

If the first position of the MEC is:

   4, E, L, Q   Use Fund Code "8L"

If the first position of the MEC is:

   5, G, I, M, N, U, W   Use Fund Code "8M"

If the first position of the MEC is:

   T   Use Fund Code "8N"

<u>SAC 2 ITEMS (SECOND POSITION OF FUND CODE REFLECTS FISCAL YEAR....)</u>

If the first position of the MEC is:

   1, B, D   Use Fund Code "AY" (Y equals current year)

If the first position of the MEC is:

   6, Y, Z   Use Fund Code "EY" (Y equals current year)

If the first position of the MEC is:

   4, E, L, Q   Use Fund Code "HY" (Y equals current year)

If the first position of the MEC is:

   2, A, F, H   Use Fund Code "NY" (Y equals current year)

All others   Use Fund Code "RY" (Y equals current year)

ENCLOSURE (4)

(DJA) or an A5J. The Type III management data errors will be corrected with a DMC or BZA transaction in the case of a C/C imbalance.

c. Lines 14 through 16 of enclosure (3) are additional comparisons and may also result in "BZA output." The volume of BZA transactions will determine if these categories will be inventoried.

d. A description of each data line on the Marine Corps management report (enclosure (3)) is provided.

(1) Line 1. The total number of NSN's compared in the match.

(2) Line 2. The Materiel Division (Code 870 or B800) has reported an NSN that has been assigned a P/C "A" or "D" and should be consolidated with a different NSN and is a nonreportable error.

(3) Line 3. The U/I recorded on the ILF is different from the U/I recorded on the MIF.

(4) Line 4. The U/I and SLC recorded on the ILF are different from the U/I and SLC recorded on the MIF.

(5) Line 5. The U/I and SEC recorded on the ILF are different from the U/I and SEC recorded on the MIF.

(6) Line 6. The U/I, SEC, and SLC recorded on the ILF are different from the U/I, SEC, and SLC recorded on the MIF.

(7) Line 7. The SLC recorded on the ILF is different from the SLC recorded on the MIF.

(8) Line 8. The SLC and SEC recorded on the ILF are different from the SLC and SEC recorded on the MIF.

(9) Line 9. The SEC recorded on the ILF is different from the SEC recorded on the MIF.

(10) Line 10. The total number of reportable Type III errors from lines 3 through 9 and line 13.

(11) Line 11. The MIF record for the Materiel Division (Code 870 or B800) specified has a balance greater than zero and the ILF contains no record. Inventory category "H," Type I reportable error.

(12) Line 12. The ILF has a balance greater than zero and there is no MIF record for the Materiel Division (Code 870 or B800) specified, or the MIF record has a zero balance. Inventory category "G," Type II reportable error.
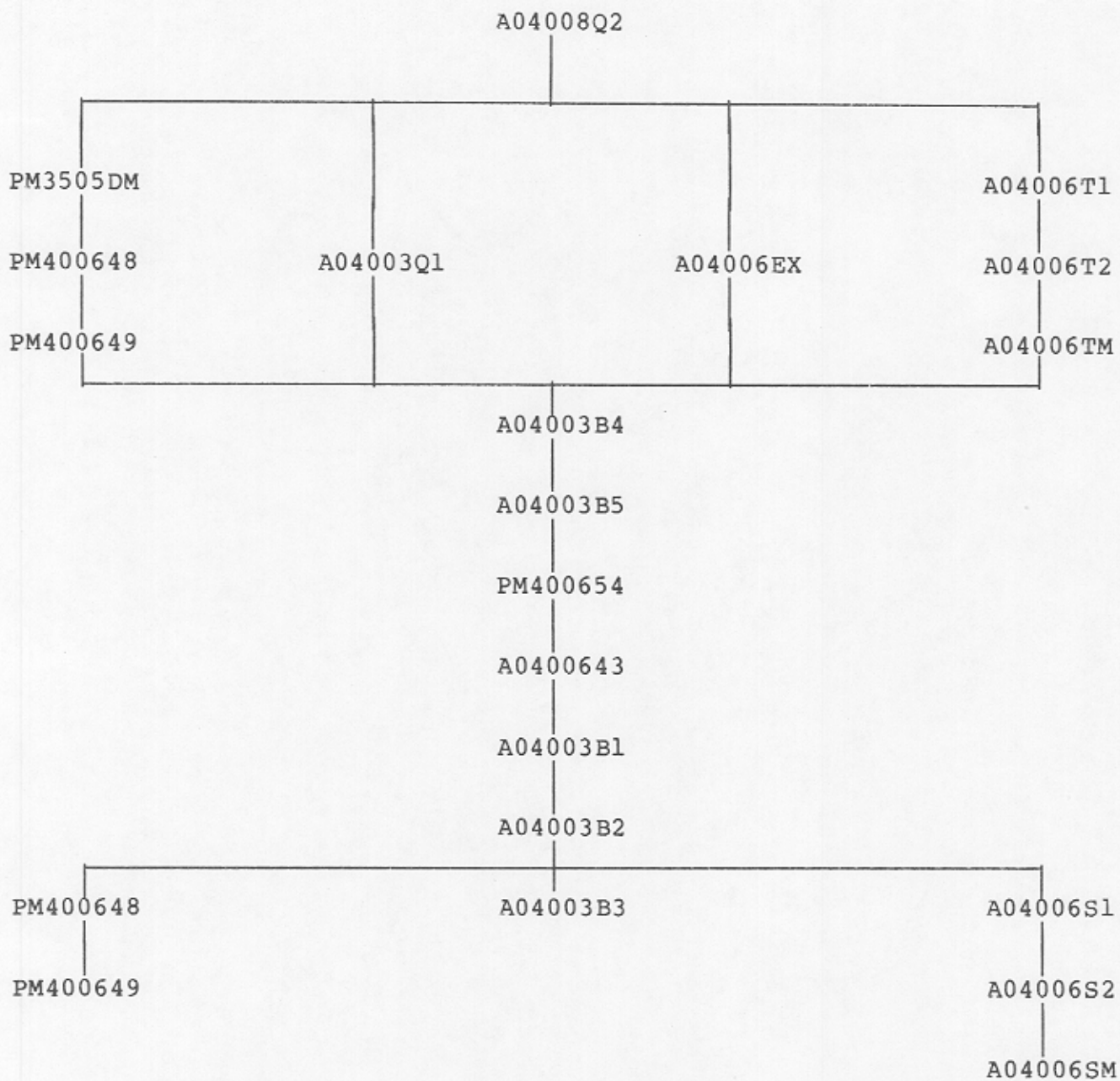
NET INVENTORY CONTROL EFFECTIVENESS REPORT

LOCATION AUDIT RECONCILIATION

LINE ID	REPORT ELEMENTS	DIC	ALBANY	BARSTOW	MC SUP SYSTEM
1	TOTAL NR OF DIFF NSNS COMPARED	CKB	60749	58778	65028
2	CONSOLIDATED ITEM - PHRASE A&D	DMC	169	107	196
3	UNIT OF ISSUE	DMC	73	138	169
4	UNIT OF ISSUE - SHELF LIFE	DMC		5	5
5	UNIT OF ISSUE - SECURITY CODE	DMC	9	2	11
6	UNIT OF ISSUE/SECURITY/SHELF LIFE	DMC			
7	SHELF LIFE CODE	DMC	40	35	50
8	SHELF LIFE - SECURITY CODE	DMC	7	7	11
9	SECURITY CODE	DMC	1014	83	1074
10	NET ERRORS - LINE 3 TO 9 PLUS 13		1482	792	2180
11	RSA/MIF REC W/QTY-NO CKA ANY COND	BZA	277	247	524
12	CKA RECD-NO MIF/RSA REC OR NO QTY	BZA	526	394	919
13	CONDITION CODE IMBALANCE	BZA	339	522	860
14	SUPERSEDED ITEM - PHRASE L	BZA	6	4	6
15	DISPOSAL ITEM - PHRASE N	BZA	578	502	727
16	CONDEMNED ITEM - PHRASE T	BZA	1	1	1
17	NO MIF RECORD OF NSN	BZA	16766	11050	24154
18	MIF-ILF SAC DISCREPANCY	DMC	631	214	785
19	MIF-ILF MEC DISCREPANCY	DMC	2017	1206	2739
20	MIF-ILF OTC DISCREPANCY	DMC	2975	1675	3978
21	MIF-ILF SEC/MEC/OTC/DEMIL	DMC	845	333	1077
23	MIF AND ILF RECORDS AGREE		58464	57345	51093
24	PERCENT OF RECORD ACCURACY		96	97	47

MIX INPUT 777446	CKA INPUT 112409	BZA OUTPUT 3979	DMC OUTPUT 3174
CKB OUTPUT 281	MIX NO MIF 619054	TOTAL INPUT 889854	TOTAL ZCR
TOTAL PCZ 5	BZA UNDER INVENTORY 1059	BZA INV LAST 90 DAYS 1273	

ENCLOSURE (3)

1

QUARTERLY SCHEDULE

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                              A04008Q2
                                 │
   ┌─────────────────────────────┼─────────────────────────────┐
   │                             │                             │
PM3505DM                                                    A04006T1
   │                             │                             │
PM400648          A04003Q1                A04006EX          A04006T2
   │                             │                             │
PM400649                                                    A04006TM
   └─────────────────────────────┴─────────────────────────────┘
                              A04003B4
                                 │
                              A04003B5
                                 │
                              PM400654
                                 │
                              A0400643
                                 │
                              A04003B1
                                 │
                              A04003B2
   ┌─────────────────────────────┼─────────────────────────────┐
PM400648                      A04003B3                      A04006S1
   │                                                           │
PM400649                                                    A04006S2
                                                               │
                                                            A04006SM
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